

DUTY STATEMENT

ORGANIZATION (DIVISION/REGION/BOARD) CRWQCB - Los Angeles Region	UNIT Remediation / Site Cleanup I	POSITION # 3846-118	DATE September 7, 2021
NAME OF EMPLOYEE (IF APPLICABLE) Vacant			
CURRENT CLASSIFICATION Water Resource Control Engineer		PROPOSED CLASSIFICATION (IF APPLICABLE)	
NAME OF SUPERVISOR Vacant			
CURRENT CLASSIFICATION OF SUPERVISOR Senior Engineering Geologist		REVIEWED AND APPROVED BY SIGNATURE	
SUPERVISION EXERCISED (IF APPLICABLE)			
1. DIRECTLY SUPERVISED		2. INDIRECTLY SUPERVISED	
NO. OF EMPLOYEES	CLASS TITLE	NO. OF EMPLOYEES	CLASS TITLE
DESCRIPTION OF DUTIES: SUMMARIZE THE REGULARLY ASSIGNED DUTIES OF THE POSITION, EXPLAIN MOST IMPORTANT DUTIES FIRST. LIST THE PORTION OF TIME BY PERCENTAGE IN LEFTHAND COLUMN, EXTRA SHEETS MAY BE ATTACHED.			
% OF TIME	DUTIES		
45%	<p>The Water Boards values diversity, equity, and inclusion throughout the organization. We foster an environment where employees from a variety of backgrounds, cultures, and personal experiences are welcomed and can thrive. We believe the diversity of our employees is essential to inspiring innovative solutions. Together we further our mission to preserve, enhance, and restore the quality of California's water resources and drinking water for the protection of the environment, public health, and all beneficial uses, and to ensure proper water resource allocation and efficient use, for the benefit of present and future generations. Join the Water Boards to improve the lives of all Californians.</p> <p>Under the close supervision of a Senior Engineering Geologist of the Site Cleanup Program and consistent with good customer service practices and the goals of the State and Regional Board's Strategic Plan, the incumbent is expected to be courteous and provide timely responses to internal/external customers, follow through on commitments, and to solicit and consider internal/external customer input when completing work assignments. Specific responsibilities include:</p> <p>Conduct preliminary environmental site investigations for potential sources of soil, soil vapor and groundwater contamination. Assist responsible parties in order to achieve compliance and closure case status. Use engineering and technical judgment to review regulatory/historical records related to chemical storage/use and environmental site investigations to make recommendation on the acceptability of technical reports and other actions which address releases of pollutant to soil and groundwater. Perform water quality control engineering work in all aspects of waste regulation including, soil, soil vapor and groundwater investigation of contamination, remedial feasibility and remedy selection. Perform review of chemical of concerns and responsible party identification. Review and analyze hydrogeological reports, self-monitoring program and remediation progress monitoring. Review engineering plans, specifications and other engineering documentation related to waste treatment system construction, operation and maintenance in order to develop policies, procedures and guidance material to improve permitting, compliance and monitoring activities.</p>		
	<p>Conduct site investigations and inspections to assess compliance of waste operation, disposal and cleanup facilities. Oversee the performance of field investigations and</p>		
20%			

	<p>clean-up activities by the potential discharger. Review and make recommendations to groundwater modeling projects associated with impacted sites near water supply wells. Work with the Division of Drinking Water in terms of how groundwater modeling can be used to evaluate potential groundwater contamination impacts on water supply wells. Oversee the GeoTracker database system and provide cost recovery support for new and existing cases</p>
15%	<p>Organize and conduct field investigation and facility inspections to ensure compliance of the investigation and remediation activities with approved work plans. Facilities may include sites where wastes, including toxic and hazardous materials are discharged or stored. Perform emergency response to hazardous waste spills in the region, as needed.</p>
10%	<p>Prepare waste discharge requirements and enforcement orders, when appropriate for sites requiring assessment and cleanup. Prepare technical engineering reports and correspondences. Prepare agenda items and makes presentations to the Board and public, as necessary. Conduct and participate in meetings with technical staff, representative of dischargers and other governmental agencies, and members of the public.</p>
5%	<p>Provide assistance to public inquires in a timely and professional manner. Participate in Unit program management support and conduct file management, daily-log updates.</p>
5%	<p>Performs other duties as required.</p>
<p>Employee Signature: _____ Date Signed: _____</p>	

Revised 03/29/21